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Manuel Q. Cruz
Deputy Director

JUL 3 1 2017

OFFICE OF THE GOVERNOR

LFILES

Memorandum

To:

Administrator, Guam State Clearinghouse

From:

Director, Bureau of Statistics and Plans

Subject:

FY 2017 Prison Rape Elimination Act (PREA) Reallocation Funds Program

Application

Håfa Adai! Submitted herewith is Guam's Fiscal Year 2017 Prison Rape Elimination Act (PREA) Reallocation Funds application for Guam State Clearinghouse review. The CFDA number, Grant Posting/Grant Opening Date, Grant Submission Date, and Grant Program Summary are as follows:

CFDA: 16.751

Grant Posting/Grant Opening Date: June 29, 2017

Grant Submission Date: July 31, 2017

 Brief Summary: The Prison Rape Elimination Act (PREA) calls for the elimination of sexual abuse in correctional facilities by setting standards for the physical space and for the training, assignment, and conduct of personnel in the facility. All public and private prisons, jails, lockups, community corrections, and juvenile detention facilities must meet the PREA standards.

Under the FY 2017 PREA Reallocation Fund Program, the goal of this program is to facilitate jurisdictional compliance with PREA by providing support to educate and promote awareness to staff, inmates, and detainees on PREA policies and regulations at the Guam Department of Corrections and to ensure adequate supervision and monitoring of the facility to comply with the Prison Rape Elimination Act (PREA) requirements.

The objectives of the program are the following: 1) to enhance the levels of staffing and security within the Guam Department of Correction's facility through the use of surveillance camera systems to aid in the video monitoring of "blind spots" or isolated areas in deterrence of any possible sexual assault and the capture of video surveillance footage for investigative purposes; 2) to launch an awareness campaign through the reproduction of posters and flyers that will be posted in all visible locations throughout the facility and brochures distributed to all staff, inmates and incoming detainees during processing; and 3) to ensure continued access to the web based e-learning program and other computer based programs on PREA requirements through additional computer workstations.

As Guam continues to work towards compliance in future years, funding under this grant opportunity will allow the Government of Guam to avail of the much needed training programs for capacity building and enhancement of skills needed to conduct the on-site review of confinement facilities on island.

Your kind consideration is greatly appreciated. Should you require clarification or additional information, please do not hesitate to contact myself or Ms. Lola Leon Guerrero, Chief Planner, at (671) 472-42012/2/3. Si Yu'os Ma'åse'.

Acting

Attachments



GUAM STATE CLEARINGHOUSE

P.O. Box 2950 Hagåtna, Guam 96932

Tel: (671) 475-9380 Website: www.guamclearinghouse.com Email: clearinghouse@guam.gov

EDWARD J.B. CALVO I Maga'lahen Guahan

RAYMOND S. TENORIO I Segundu Na Maga'låhen Guahan

Grant Project Application Notice of Intent to Apply for Federal Assistance GSC FORM REVISED 03/21/2012

	Guam State	Clearinghouse Use Only
	Date Received:	
	Received By:	
	SAI Number:	
	SAI Nullibel.	
ype of Application 🔀 🖪	lew Grant*	** Supplemental Grant** Other*
A.) DUNS Number 77-8	90-4292	B.) Date
C.) Applicant/Departme	nt Name Bureau of Statistics and Pla	ans
D.) Division	Socio-Economic Planning	Program
E.) Applicant Address	513 W Marine Corps Dr, Ha	egatna, Guam 96910-4906
F.) Applicant/Departmen	nt Point of Contact Information	
Contact Person Name	Mr. Carl V. Dominguez	Phone Number 671-472-4201/2/3
E-mail Address carl.do	ominguez@bsp.guam.gov	
		H.) Federal Funds
G.) Due Date to Federal	Agency July 31, 2017	a.) Grant \$33,210
I.) Non-Federal, Matchni	ng Funds	b.) Other \$0.00
a.) Local \$	0.00	part part part part part part part part
b.) In-Kind \$	0.00	J.) TOTAL FUNDS \$33,210
c.) Other \$	0.00	
K.) CFDA/Federal Progra	nm Name 16.751/FY 2017 Prison R	ape Elimination Act (PREA) Reallocation Funds
L.) Federal Agency Nam	e U.S. Department of Justi	ce, Office of Justice Programs, Bureau of Justice Assistance
M.) Federal Agency Add	ress 810 7th Street, NW, Wasi	

N.) For Continuing or Supplementa	l Grants, Please provide	the following information:	
a.) Initial Grant Period	n/a		
b.) Guam State Clearing	nouse SAI Number n/a		
c.) Grant Year This Applic	cation Impacts n/a		
O.) Has the Federal Funding Agenc	y been notified?	YES NO	
P.) During which Fiscal Year will thi	is program be implemen	nted? Estimated FY 2018	
		deral funding requested, please specifically is	dentify source and rationale:
Q., it the project requires local rand	ang in addition to the le		
n/a			
R.) This program is:	dgeted - Please ident	ify legal budget authority	
		ny legal oddger ddillollty	
⊠ Non-	Budgeted		
5.) Will this program require the hir new) and justification.	ing of additional employ	yees? Is YES, please provide the number of en	nployees (both existing and
YES	- Esixting	New X NO	
T.) List Departments and Agencies directly or indirectly by this app		Department of Corrections, Department of Budget and Management Research, Bureau of the Public Accountability, Office of the A Department of Youth Affairs	of Statistics and Plans, Office
U.) Please provide a Project Summ documents if needed.	ary with supporting	Please see attachement	
V.) Please answer the following:	a.) Does this applicati	ion require an Environmental Impact Study?	☐ YES 🔀 NO
		on conflict with any existing law?	☐ YES 🔀 NO
	c.) Is enabling legislat		☐ YES 🔀 NO
		require a maintenance of effort? es allowed for this program?	X YES NO
		allow an indirect cost rate to be applied?	☐ YES ☒ NO ☐ YES ☒ NO
	.,,		, 15 1/2 1/40
SUBMITTED AND APPROVED BY:			
Printed Name, Position/Title of Au	Horized Representative	Carl V. Dominguez, Acting Director	
SIGNATURE		Date	July 31, 2017

Application for Federal Ass	sistance SF-424		Version 02
* 1. Type of Submission: Preapplication Application Changed/Corrected Application	* 2. Type of Application: New Continuation Revision	If Revision, select appropriate letter(s): Other (Specify)	
* 3. Date Received:	4. Applicant Identifier:		
5a, Federal Entity Identifier:		* 5b. Federal Award Identifier:	
State Use Only:			
6. Date Received by State:	7. State Application	on Identifier:	
8. APPLICANT INFORMATION:			
* a. Legal Name: Government of	f Guam, Department of Adr	ministration	
* b, Employer/Taxpayer Identification	Number (EIN/TIN):	* c. Organizational DUNS:	
980018947		778904292	
d. Address:			
* Street1: 513 W Marin	ne Corps Dr.		
Street2:			
* City: Hagatna			
County:			
• State: Guarn			
Province:			
* Country:			
* Zip / Postal Code: 96910			
e. Organizational Unit:			
Department Name:		Division Name:	
Bureau of Statistics and Plans	8	Socio-Economic Planning Program	
f. Name and contact information	of person to be contacted or	n matters involving this application:	
Prefix: Mr.	* First Na	me: Carl	
Middle Name: V.			
* Last Name: Dominguez			
Suffix:			21
Title: Acting Director			
Organizational Affiliation:			
Bureau of Statistics and Plans			
* Telephone Number: 671-472-4	201/2/3	Fax Number: 671-477-1812	
* Email: carl.dominguez@bsp	.guam.gov		

Application for Federal Assistance SF-424	Version 02
9. Type of Applicant 1: Select Applicant Type:	
State	
Type of Applicant 2; Select Applicant Type:	
Type of Applicant 3: Select Applicant Type:	
* Other (specify):	
* 10. Name of Federal Agency:	
Office of Justice Programs	
11. Catalog of Federal Domestic Assistance Number:	
16.751	
CFDA Title:	
Prison Rape Elimination Act (PREA) Reallocation Funds Edward Byrne Memorial Justice Assistance Grant (JAG) Program	
* 12. Funding Opportunity Number:	
* Title:	
13. Competition Identification Number:	
Title:	
14. Areas Affected by Project (Cities, Counties, States, etc.):	
State	
* 15. Descriptive Title of Applicant's Project:	
Guam's FY 2017 Prison Rape Elimination Act (PREA) Reallocation Funds	

Application	for Federal Assistan	ce SF-424	Version 02
16. Congressio	nal Districts Of:		
* a. Applicant	Guam	* b. Program/Project	
Attach an additi	onal list of Program/Project	Congressional Districts if needed.	
17. Proposed P	roject:		
* a. Start Date:	10/01/2017	* b. End Date:	09/30/2018
18. Estimated f	Funding (\$):		
* a. Federal		\$33,210	
* b. Applicant			
* c. State			
* d. Local			
* e. Other	8		
* f. Program Inc	come		
g. TOTAL		\$33,210	
* 19. Is Applica	ition Subject to Review By	/ State Under Executive Order 12372 Process?	
		o the State under the Executive Order 12372 Process for review or	07/31/2017
-		has not been selected by the State for review.	
	s not covered by E.O. 1237		
		Federal Debt? (If "Yes", provide explanation.)	
Yes	⊠ No		
		(1) to the statements contained in the list of certifications** an	
		to the best of my knowledge. I also provide the required assu ept an award. I am aware that any false, fictitious, or fraudule	
		ninistrative penalties. (U.S. Code, Title 218, Section 1001)	
× I AGREE			
		or an internet site where you may obtain this fist, is contained in the	announcement or agency
specific instruct	ions.		
Authorized Re	presentative:		
Prefix:	Mr.	* First Name: Carl	
Middle Name:	V.		
* Last Name:	Dominguez		
Suffix:			
*Title: Actin	g Director		
* Telephone Nu	mber: 671-472-4201/2/3	Fax Number: 671-477-18	12
* Email: carl	.dominguez@bsp.guam	gov	
* Signature of A	uthorized Representative:	• Date Signed: 1/3/	[7]
Authorized for L	ocal Reproduction	O	Standard Form 424 (Revised 10/2005) Prescribed by OMB Circular A-102

Application for Federal Assistance SF-424	Version 02
* Applicant Federal Debt Delinquency Explanation	
The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum numb characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.	er of
Characters that Call be entered is 4,000. Hy and avoid extra spaces and carnage returns to maximize the availability of space.	

Project Abstract



Part 1: Please identify the applicant point of contact (POC)

OMB No. 1121-0329 Approval Expires 07/31/2016

Applicant POC	
Organization Name	Guam Bureau of Statistics and Plans
POC Name	Mr. Carl V. Dominguez
Phone Number	671-472-4201/2/3
Email Address	carl.dominguez@bsp.guam.gov
Mailing Address	513 W Marine Dr., Hagatna, Guam 96910-4906

Part 2: Please identify the application

Application Information		
Solicitation Name	FY 2017 Prison Rape Elimination Act (PREA) Reallocation Funds Edward Byrne Memorial Justice Assistance Grant (JAG) Program	
Project Title	Guam's FY 2017 Prison Rape Elimination Act (PREA) Reallocation Program	
Proposed Start Date	October 01, 2017	
Proposed End Date	September 30, 2018	
Funding Amount Requested	\$33,210	

Part 3: Please identify the project location and applicant type

Project Location and App	olicant Type	
Project Location (City, State)	Hagatna, GU	
Applicant Type (Tribal Nation, State, County, City, Nonprofit, Other)	State	





Part 4: Please provide a project abstract

Enter additional project abstract information. Unless otherwise specified in the solicitation, this information includes:

- Brief description of the problem to be addressed and target area and population
- Project goals and objectives
- Brief statement of project strategy or overall program
- Description of any significant partnerships
- Anticipated outcomes and major deliverables

Text should be single spaced; do not exceed 400 words.

Project Abstract

The Guam Bureau of Statistics and Plans, Government of Guam, is applying for the Fiscal Year 2017 Prison Elimination Act (PREA) Reallocation Fund Grant Program. The program calls for to eliminate sexual abuse in correctional facilities by setting standards for the physical space and for the training, assignment, and conduct of personnel in the facility. All public and private prisons, jails, lock-ups, community corrections, and juvenile detention facilities must meet the PREA standards.

The FY 2017 PREA Reallocation Funds will be subawarded to the Guam Department of Corrections. A detailed description to carry out the award is depicted in the Project Timeline Attachment 3, the Budget Detail Worksheet Attachment 4 and the Budget Narrative Attachment 4. The Departments of Corrections qualifications is noted in the Organizational Capabilities and Competencies section of the narrative.

The goal of this program is to facilitate jurisdictional compliance with PREA by providing support to educate and promote awareness to staff, inmates, and detainees on PREA policies and regulations at the Guam Department of Corrections and to ensure adequate supervision and monitoring of the facility to comply with the Prison Rape Elimination Act (PREA) requirements.

To achieve the goal of the program, the first objective is to enhance the levels of staffing and security within the Guam Department of Correction's facility through the use of surveillance camera systems to aid in the video monitoring of "blind spots" or isolated areas in deterrence of any possible sexual assault and the capture of video surveillance footage for investigative purposes. The second objective of the program is to launch an awareness campaign through the reproduction of posters and flyers that will be posted in all visible locations throughout the facility and brochures distributed to all staff, clients and incoming detainees during processing. The third object of the program is to ensure continued access to the web based e-learning program and other computer based programs on PREA requirements through additional computer workstations.





Part 5: Please indicate whether OJP has permission to share the project abstract

If the applicant is willing for the Office of Justice Programs (OJP), in its discretion, to make the information in the project abstract above publicly available, please complete the consent section below. Please note, the applicant's decision whether to grant OJP permission to publicly release this information will not affect OJP's funding decisions. Also, if the application is not funded, granting permission will not guarantee that information will be shared, nor will it guarantee funding from any other source.

O Permission not granted

Permission granted (Fill in authorized official consent below.)

On behalf of the applicant named above, I consent to the information in the project abstract above (including contact information) being made public, at the discretion of OJP consistent with applicable policies. I understand that this consent is only necessary to the extent that my application is unfunded; information submitted in an application that is funded (including this abstract) is always releasable to the public consistent with FOIA rules. I certify that have the authority to provide this consent.

Signature	July 28, 201	
AO Name	Carl V. Dominguez	
Title	Acting Director	
Organization Name	Guam Bureau of Statistics and Plans	
Phone Number	671-472-4201/2/3	
Email Address	carl.dominguez@bsp.guam.gov	

Note: This document is to be submitted as a separate attachment with a file name that contains the words "**Project Abstract**."



Save



PREA

FY 2017 Guam
Prison Rape Elimination Act (PREA)
Reallocation Funds Application

Application #2017-H1612-GU-PM

Guam Bureau of Statistics and Plans

July 31, 2017



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GUAM'S FY 2017 PREA REALLOCATION FUNDS PROGRAM NARRATIVE

Statement of the Problem

The Guam Department of Corrections (DOC) is the only adult correctional facility onisland. It is responsible for the security and confinement of local and federal pretrial detainees,
convicted inmates, and contempt of court individuals, inclusive of individuals under the oversight
of the Superior Court of Guam, Alternative Sentencing and Probation Programs. In addition, DOC
has oversight over the Community Corrections Center and provides administrative support to the
Guam Parole Board. The Department is composed of four facilities to include the Guam Federal
Detention Center, the Hagåtña Detention Facility, the Adult Correctional Facility, and the Female
Correctional Facility. The Adult Correctional Facility and the Female Correctional Facility were
intended to house only convicted inmates. However, due to the serious overcrowding issues these
past several years, these two facilities for several years have been used to also house pretrial
detainees.

For many years, DOC has been dealing with several serious issues such as overcrowding, the lack of updated policies and standard operating procedures relating to sexual assaults, the lack of treatment programs for both the victims and sexual predators, understaffed in all security and program areas, shortfalls in funding for operational and rehabilitative programs, and the Stipulated Order from the U.S. District Court since 1991 to correct various Constitutional violations in the confinement of prisoners.

DOC does not have a formal policy or general order in place to address sexual assaults based on Prison Rape Elimination Act (PREA) standards. It's protocol requires that if and when an inmate or prisoner were to come forward with an allegation of sexual assault, the Guam Police Department (GPD) is to be contacted to address and respond to any issues concerning the victim

or perpetrator.

Furthermore, DOC lacks policy and procedures regarding an inmate's and prisoner's sexual orientation and or gender identity. DOC's current outdated classification system bases an inmate's and prisoner's initial screening and housing on their sexual organs, regardless of the inmate's and prisoner's sexual orientation and gender identity.

Although Guam is still not in compliance with the Prison Rape Elimination Act (PREA) requirements, on October 15, 2016, Governor Eddie Baza Calvo signed and submitted to the Assistant Attorney General, U.S. Department of Justice (DOJ), a written assurance that the Government of Guam will continue to work towards achieving compliance with the National Standards to Prevent, Detect, and Respond to Prison Rape.

In light of this federal mandate and to continue efforts to achieve compliance with the PREA Standards, Guam will use the five percent reallocation from the Fiscal Year 2017 Edward Byrne JAG Program for educational guidance and direction relative to prison rape and job training for staff and corrections officers at DOC on PREA policies and regulations; to promote awareness of PREA standards to deter sexual harassment, abuse, and assault; and to provide for adequate supervision and monitoring of the facility.

Project Design and Implementation:

The PREA program calls to eliminate sexual abuse in correctional facilities by setting standards for the physical space and for the training, assignment, and conduct of personnel in the facility. All public and private prisons, jails, lock-ups, community corrections, and juvenile detention facilities must meet the PREA standards. A state is in compliance when prison facilities under its operational control meet the PREA standards.

FY 2017 PREA Reallocation Funds will be subawarded to DOC. DOC's registered DUNS

number is 855033312. However, as the Guam Department of Administration (DOA) is the recognized central accounting agency for the Government of Guam, all line agencies for the Government of Guam are under the Guam Department of Administrations Employee Identification Number (EIN) of 980018747 and DUNS number of 778904292. As the funds will be subawarded to DOC, the detailed description to carry out the award is depicted in the Project Timeline Attachment 3, the Budget Detail Worksheet Attachment 4 and the Budget Narrative Attachment 5. DOC's qualifications is noted in the Organizational Capabilities and Competencies section of the narrative.

The Guam Department of Corrections was built in the 1970's and has undergone several renovations over the years with additional units built to address the increase in inmates. A total of thirteen inmate/detainee housing units exist at the Department of Corrections averaging sixty inmates per unit. With the lack of sufficient security personnel at the facility and to assist in complying with PREA audit standards for adequate supervision and monitoring, DOC has taken into consideration all components of the facility's physical plant to include the need for video monitoring of "blind-spots" or areas where staff or inmates may be isolated to protect against sexual abuse. The FY 2017 PREA Reallocation Fund Program will allow DOC to comply on a regular basis with PREA audit standards for adequate levels of staffing within its facility with the additional purchase of surveillance camera systems for video monitoring of isolated areas to aid in the deterrence of any possible sexual assault or other criminal intent from occurring. In addition to the surveillance camera systems, it is important that video footage be retained that capture important surveillance data of "blind-spots" where an incident had occurred. The purchase of external hard drives would allow DOC to preserve the footage as evidence for investigative purposes.

With funding from the FY 2014 PREA Reallocation Grant Program, the opportunity to contract the first year subscription of a Computer Base Training and Management System allowed correctional officers and designated staff to undergo on-line training courses regarding the PREA standards. The web based e-learning program was implemented April 2016. A total of 270 user subscriptions were created, with 196 for DOC and 74 for the Department of Youth Affairs (DYA). A total of six learning modules were developed for DOC to be completed by both officers and staff which include Managing Inmates at Risk of Sexual Abuse, Follow the Yellow Brick Road, What It Means for You and Your Agency, Sexual Abuse: Dynamics, Detection, and Reporting, Staff Roles and Responsibilities under the Prison Rape Elimination Act, and Investigation Protocols.

To continue to access the web based e-learning program by staff and new correctional officers and other webinars available from the PREA Resource Center, funds under the FY 2017 PREA Reallocation Fund Program will allow for the purchase of computer workstations to support the continued web based e-learning program and other training opportunities offered on-line. Providing access to these on-line training opportunities will allow DOC to become more proficient and knowledgeable regarding the PREA requirements and will be cost effective by eliminating the need for travel to attend training programs off island.

Although there have been no formal reports of sex crimes in the prison, it does not mean it is improbable or non-existent. It has long been suspected that incidents do occur but are not reported due to the existing prison culture and no apparent system in place to protect the victims of sexual assaults. Funds from the FY 2017 PREA Reallocation Fund Program will aid in the implementation of an awareness campaign through posters, flyers and brochures to help provide the needed education and information on PREA protocols and policies. Brochures will be distributed to all confined inmates and detainees and incoming inmates and detainees at the

correctional facility. The posters, flyers and brochures will help staff and inmates understand the severity of the assault, to know their rights, how to prevent it, how to report the incident, and what to do if an assault takes place.

Program Goal:

The goal of this program is to help facilitate jurisdictional compliance with PREA by providing support to educate and promote awareness to DOC staff, inmates, and detainees on PREA policies and regulations and to ensure adequate supervision and monitoring of the facility to comply with the PREA requirements.

Program Objectives:

The first objective of the program is to enhance the levels of staffing and security within DOC's facility through the use of surveillance camera systems to aid in the video monitoring of "blind spots" or isolated areas in deterrence of any possible sexual assault and the capture and retention of video surveillance footage for investigative purposes.

The second objective of the program is to launch an awareness campaign through the reproduction of posters and flyers that will be posted in all visible locations throughout the facility and brochures distributed to all staff, confined inmates and detainees, and incoming inmates and detainees during processing.

The third object of the program is to ensure continued access to the web based e-learning program and other computer based programs on PREA requirements through additional computer workstations.

Program Activities:

Identify "blind-spots" or areas where staff or inmates may be isolated to protect against

- sexual abuse to determine the number of surveillance camera systems needed and the storage capacity for the external drives to store video surveillance footage.
- Contract the services of a vendor for the purchase, installation and maintenance of the surveillance camera systems within DOC; and the procurement of external hard drive systems.
- Identify the PREA flyers, posters, and brochures that are available for reproduction from recognized PREA organizations for education, awareness and information to clients and staff at DOC.
- Identify the number of computer workstations needed to access the web based e-learning program and other computer based training programs regarding PREA requirements.
- Coordinate with the Office of Technology on the procurement and installation of computer workstations for web based e-learning programs and other computer based programs.

Guam's Performance Measures:

- Report the number of surveillance cameras that are purchased and installed at isolated or "blind spots" within the facility; and the number of periodic site visits conducted and the number of system checks performed to ensure the integrity of the camera system and recording stability.
- Report the number of external hard drive systems that are purchased; the number of video surveillance footage that is retained; the number of any reported sexual assaults that are reported; and the number of investigations launched or conducted.
- Report the number of PREA flyers, posters and brochures that are printed, posted and disseminated;
- Report the number of computer workstations that are procured for continued access by

corrections officers and staff to the web based e-learning program and other computer based training programs for PREA; the number of users and the number and type of training programs completed by corrections officers and staff; and

 Report the number of policies or general orders that were changed to meet compliance with PREA standards.

Guam's Accomplishment with Prior Year Reallocation Funds and how Guam's FY 2017 plan will complement activities funded in FY 2014 and FY 2015 PREA Reallocation Grants

FY 2014 PREA Reallocation Fund Program

On June 14, 2016, the Bureau of Justice Assistance approved the second year no-cost project extension for the FY 2014 Prison Rape Elimination Act (PREA) Reallocation Fund to September 30, 2017. The extension would allow the Guam Department of Corrections sufficient time to implement project activities and expend all available resources by September 30, 2017.

The Computer Base Training and Management System was awarded and contracted to the Relias Learning LLC to develop the learning modules to address the PREA requirements at the facility. Through teleconference meetings with DOC, DYA and Relias Learning, a total of 270 user subscriptions were agreed upon with 196 for DOC and 74 for DYA. A total of six learning modules were developed for DOC and seven for DYA to include compliance and protocols for Juvenile. Out of a total of 1,134 online courses required for DOC, 1,078 have been completed, with a completion rate of 96%. Of 344 online courses required for DYA, 281 have been completed, with a completion rate of 93.6%. Both DOC and DYA continue to require officers and staff to access the online training. The majority of the officers trained are new recruits from DOC.

On April 18, 2016, USDOJ approved the budget modification to reprogram funds for the purchase, installation and maintenance of surveillance camera systems to aid in the video

monitoring of isolated areas in deterrence of any possible sexual assault or other criminal intent from occurring. Of the \$14,250 approved for the purchase, installation and maintenance of surveillance camera systems, DOC was able to purchase a total of 16 camera systems and accessories. The surveillance systems became operational in February 2017. As DOC is limited in security personnel, several "blind spots" within the facility are left unmanned wherein the surveillance camera systems will aid in providing the security measure needed to help in the deterrence of any possible sexual assault or other criminal intent from occurring.

FY 2015 PREA Reallocation Fund Program

Under the PREA audit process, all confinement facilities covered under the PREA standards must be audited at least every three years to be compliant with the PREA standards, with one third of each facility type operated by an agency, audited each year. States seeking PREA compliance will have to be responsible for contracting with or otherwise securing the services of one or more DOJ-Certified Auditors to conduct the three-year audit cycle. With funding under the FY 2015 PREA Grant, DOC has contracted the services of a USDOJ Certified PREA Auditor to conduct a PREA Progress Audit. As Guam is not in a position for a full scale audit to take place, the USDOJ Certified PREA Auditor will conduct a progress audit or a mock audit of DOC, DYA and the Hagatña Detention Facility to address the PREA requirements within each facility and to make the necessary recommendations for corrective action in order to meet compliance for the three-year audit cycle under PREA Audit Standards. The PREA Auditor is expected conduct the Progress Audit on October 2017 and the report completed in November 2017.

Furthermore, on August of 17, 2016, the Bureau of Justice Assistance approved the budget modification under the FY 2015 PREA to reprogram funds for the additional purchase, installation and maintenance of surveillance camera systems to aid in the video monitoring of isolated areas

in the prison facility to help deter any possible sexual assault or other criminal intent from occurring.

On July 7, 2017, the Bureau of Justice Assistance approved the second year no cost project extension for the FY 2015 PREA Reallocation Grant Program to September 30, 2018. The extension would allow DOC sufficient time to implement project activities and expend all available resources by September 30, 2018.

While Guam has not implemented the standards to a level at which we can confidently participate in an audit, Guam is making good faith efforts towards working to achieve compliance and has taken the following concrete steps by forming a PREA Committee and conducting evaluations and assessments on prison structures, personnel, policies and procedures at the Guam Department of Corrections, the Guam Department of Youth Affairs Youth Correctional Facility and the Hagåtña Detention Facility. Guam's PREA Committee comprises the following entities: the Guam State Clearinghouse, the Department of Corrections, the Department of Youth Affairs, the Bureau of Statistics and Plans, the Governor's Federal Programs Office and the Guam Police Department.

The FY 2017 PREA Reallocation Fund Program will complement activities undertaken in prior year reallocations as it will continue to help the Guam Department of Corrections address 1) the adequate supervision and monitoring of "blind-spots" or areas where staff or inmates may be isolated to protect against sexual abuse; 2) allow staff continued access to the web based on-line computer program and other high quality training programs through the National PREA Resource Center and other recognized on-line training programs to further build capacity and enhance understanding of PREA policies and requirements; and 3) provide awareness and education to staff, inmates and detainees through the use of posters, flyers, and brochures.

Organizational Capabilities and Competencies

Guam Bureau of Statistics and Plans

The Guam Bureau of Statistics and Plans (Bureau) is the State Administrating Agency (SAA) for the Edward Byrne Memorial Justice Assistance Grant, the Paul Coverdell Forensic Science Improvement Grant, and the Residential Substance Abuse Treatment Grant. As the SAA for the Byrne JAG, the Bureau is also responsible for applying and administering the Prison Rape Elimination Act Reallocation Funds.

Initially created under Public Law 12-200, the Bureau of Planning's mission was redefined during 1990 by Public Law 20-147. In 2002 it was once again redefined by Public Law 26-76 and its name was changed to the Bureau of Statistics and Plans.

Public Law 20-147, as amended by Public Law 26-76, stipulates in statute that it is the Bureau of Statistics and Plans' responsibility to undertake any planning activity that is not being carried out or that is not the function of another department. The Bureau has the legislative flexibility to appraise, coordinate, prepare and assist in the development of a wide range of plans, policies and studies that further economic, social, land use, environmental and infrastructure goals, priorities and planning activities. This flexibility is reflected in the Bureau's mission statement. It is further mandated to disseminate and make available economic, social, and physical data and information for researches, policy makers and the public.

The Bureau of Statistics and Plans' mission is to ensure Guam's resources are effectively used for the benefit of present and future generations by ensuring consistency among various plans, policies and programs. In order to do this, the Bureau is committed to:

 Serve as a catalyst for planned and balanced economic, social, environmental and physical growth;

- Advise the Governor during the formulation of policies and on the interrelationships among laws, plans, policies and programs;
- Provide oversight during the formulation and integration of plans, policies and programs which further social, economic, environmental and physical development goals and priorities;
- Encourage private/public partnerships in the formulation and implementation of plans, policies
 and programs;
- Ensure the availability of information generated by the Government of Guam for policy and plan development;
- Provide technical and support to other Government of Guam entities in order that they can meet their missions; and
- Ensure the availability of timely and accurate statistical indices that are required to make sound decisions to improve Guam's economic viability.

A primary focus of the Bureau is to develop, plan, coordinate and facilitate multi agency statewide efforts on criminal justice issues and funding. To ensure Guam's justice related federally funded programs are coordinated, the Bureau reviews all proposed programs and projects for the territory wide impacts and relationship to comprehensive plans, policies, or laws through the Intergovernmental Review of Federal Programs (State Executive Order 12372) process. Furthermore, the Bureau's staff leads or participates in criminal justice planning and coordination efforts; in other cases, the Bureau's staff has been a catalyst to initiate these efforts.

Guam Department of Corrections

The mission of the Guam Department of Corrections is to protect the public from the destructive action of law offenders through control and rehabilitation, and to provide staff services to the Judiciary, the Parole Board, Probation Officers, and interested agencies of the Executive

Branch. The general management of the prison population of both inmates and detainees is the overall responsibility of the Department of Corrections. The Office of the Director provides financial and logistical services to all divisions of the Department to include budgetary control and monitoring expenditures. One of its most vital roles is maintaining and updating employee personnel files and developing training priorities.

The Department of Corrections is organized into five separate divisions: Administration, Prison Security, Behavioral Health Services, Diagnostic Treatment Services and Parole Services. DOC is an agency that comprises numerous career officers, counselors, and administrative staff members. In a few instances, the senior staff has an average of more than twenty years of corrections experience. The Director and Deputy will provide management oversight and periodically hold meetings to review operations. The designated PREA Project Director together with the Administrative Services Officer will provide direct project and fiscal oversight and will prepare and submit all requisite financial and program reports for compliance with PREA Grant requirements.

Through the Adult Correctional Management Information System, DOC is better able to manage the workflow, case management, tracking, document automation and reporting needs on inmates and detainees. The system has been operational since 2006 and was made possible with funding under the Edward Byrne Justice Assistance Grant Program. In 2014, the Department implemented the Relias Learning web based e-learning program to be better informed on the Prison Rape Elimination Act (PREA) requirements. Through the successful installation of several surveillance camera systems, DOC is able to provide adequate staffing and monitoring of its facility in the effort to meet compliance with PREA requirements. Further, through DOC's implementation of the Residential Substance Abuse and Treatment Grant Program, the department

is also helping to meet the treatment and rehabilitation needs of substance abusing clients prior to their release in the community in the effort that they will live drug free lives and become productive members of the community. Through the implementation of the Edward Byrne JAG, the RSAT and the PREA Grant Programs, DOC has demonstrated its ability to administer and implement USDOJ grant programs and meet program requirements.

Although the department does not have any hired IT technical staff, the Department of Corrections will coordinate and collaborate with Guam Department of Administration's Office of Information Technology on the procurement and installation of the computer workstations and the loading of the software programs for access.

Guam's Plan for Collecting the Data Required for the FY 2017 PREA Reallocation Performance Measures

Guam's plan for collecting the data required for this invitation to apply Performance Measures to assist in fulfilling the accountability objectives of the PREA Program, as well as the Department's responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, and the GPRA Modernization Act of 2010, Public Law 111-352, applicants that receive funding under this solicitation will provide data that measure the results of their work done by reporting the data on the BJA online Performance Measurement Tool (PMT). The BJA Performance Measurement Tool supports BJA grantees ability to identify, collect, and report performance measurement data on activities funded by their award.

The PREA Program is designed to support comprehensive approaches within State, Tribal, and local adult and juvenile correctional facilities to prevent, detect, and respond to incidents of sexual victimization. The performance measures reported indicate to what extent grant activities meet the following objectives:

- Increase awareness of the problem of sexual assault in adult prisons and jails, juvenile
 facilities, community corrections facilities, law enforcement lockups and other temporary
 holding facilities, and Tribal detention facilities. Identify causes and contributing factors
 leading to sexual victimization, supported by data.
- Track performance indicators to ensure the effective application of policy and implementation of program strategies that achieve compliance with the PREA standards and create "zero tolerance" within confinement environments.
- Provide resources to develop comprehensive programs, strategies, and policies that will
 enhance the ability of State, local, or Tribal governments to achieve compliance with the
 PREA standards and eliminate sexual abuse.

The PREA Program performance measures will be reported in two formats - quantitative (numeric) and qualitative (narrative responses). The quantitative data will be entered in the BJA Performance Measurement Tool (PMT) every 3 months, referred to as a reporting period. In addition, the Bureau will respond to open-ended qualitative narrative questions in January and July of each calendar year based on activities that occurred during the previous 6-month period.

Performance Measurement Tool

Once the Memorandum of Understanding (MOU) has been established, the Bureau will create and assign a user name and password for the subrecipient who was awarded the funds. Prior to creating and assigning the user name and password, the Bureau will populate the subgrant general award information, target population, and performance indicators specific to the project. The sub grantees project director or designated staff will then be responsible to log on to the PMT database and enter the performance indicator data 15 days after the quarter ends for the Bureau's review. The sub grantee must also attach a copy of the PMT data elements to the quarterly progress reports.

The Bureau will be responsible for collecting and reporting the outcome data for each subgrant on the PMT as this data is not readily available to the subgrants. The Bureau will review all sub- grant reports on the PMT and submit the reports by no later than 30 days after the quarter ends.

Quarterly Progress Report

Quarterly Progress Report forms have been developed by the Bureau. Sub grantees must submit the quarterly progress report on funded project activities to the Bureau. The quarterly progress report is due no later than 15 days after the end of each report period that the project is funded. The report shall contain information describing progress, accomplishments, activities, problems during the reporting period, and any additional information specified by the Bureau. The sub grantee must report on the following information to the Bureau:

- 1. What were your accomplishments during the reporting period?
- 2. What goals were accomplished, as they relate to your grant application?
- 3. What problems/barriers did you encounter, if any, during the reporting period that prevented you from reaching your goals or milestones?
- 4. Is there any assistance that BJA can provide to address any problems/barriers identified in question
 - A. Yes (Please explain)
 - B. No
- 5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application?
 - A. Yes (Please explain)
 - B. No
- 6. What major activities are planned for the next 6 months?
- 7. Based on your knowledge of the criminal justice field, are there any innovative programs/accomplishments that you would like to share with BJA?

Semi Annual Performance Narrative Report

Subgrantees must submit a Semi Annual Performance Narrative Report concerning the project activities occurring in January and July of each calendar year based on activities that occurred during the previous 6-month period. The reporting periods are as follows:

January to June	July 15	
July to December	January 15	

The information requested in the quarterly progress report is the same information requested in the annual performance narrative report. The semiannual performance narrative report is due by absolutely no later than 15 days after each semiannual reporting period. The Bureau will create the Program Performance Measures and Narrative on the PMT for the reporting period and upload the report on the GMS.

PROJECT TIMELINE

Guam's FY 2017 PREA Reallocation Fund Project Timeline

The following is the proposed timeline for the FY 2017 Prison Rape Elimination Act (PREA) Reallocation Fund Grant Program:

	2017	2018				
Timeline	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	
Bureau of Statistics and Plans (SAA) Grant Administ	ration A	ctivitie	s			
Dependent on the final Grant Adjustment Notice (GAN) clearance regarding the special award conditions, the Bureau of Statistics and Plans (BSP) will initiate the establishment of the award with the Guam Bureau of Budget and Management Research (BBMR) and the Guam Department of Administration (DOA) and ensure compliance with Guam State Clearinghouse (GSC) procedures for award establishment.	х	х				
Upon establishment of the FY 2017 Prison Rape Elimination Act (PREA) Reallocation Funds Award, BSP will develop and prepare the Memoranudm of Understanding (MOU) with the Department Corrections (DOC) and will prepare the Work Request for the establishment of the project account, ensure the coordination, review and signatory of the MOU with DOC, BBMR, the Office of the Attorney General (OAG), the Office of the Governor of Guam.		х				
Upon approval by the Governor of Guam, BSP will coordinate with DOA for the establishment of the projects account.		х				
Upon establishment of the projects account, BSP will develop and prepare a Subrecipient Administrative Manual regarding the USDOJ administrative and fiscal requirements for the PREA Grant Program.			х			
BSP will conduct a Subrecipient Workshop with program and fiscal staff of DOC regarding the PREA grant requirements.			х			
Dependent on the progress and implementation of project activities, BSP will request for Program Office Approval for a one-year no-cost project extension on the FY 2017 PREA Grant Program.			х			

Timeline	2017		20:	18		
	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	
BSP (SAA) will prepare and submit quarter Performance Measurement Tool (PMT) and the semi-annual reports via the Grant Management System (GMS).	х	х	х	х		
BSP Administrative Services Officer will prepare and submit the quarter PREA FFR 425.	х	х	х	x		
Dependent on the GAN request for a one-year no-cost project extension, BSP (SAA) will process the amendment with DOC, BBMR and DOA for the grant extension or begin the close-out process for closure of the grant program, prepare the final financial and close out narrative reports.				х	х	

Goal: The goal of this program is to help facilitate jurisdictional compliance with PREA by providing support to educate and promote awareness to DOC staff, inmates, and detainees on PREA policies and regulations and to ensure adequate supervision and monitoring of the facility to comply with the PREA requirements.

Objective 1: To enhance the levels of staffing and security within DOC's facility through the use of surveillance camera systems to aid in the video monitoring of "blind spots" or isolated areas in deterrence of any possible sexual assault and the capture and retention of video surveillance footage for investigative purposes.

 DOC PREA Coordinator will identify "blind-spots" X or areas where staff or inmates may be isolated to protect against sexual abuse to determine the number of surveillance camera systems needed and the storage capacity for the external drives to store video surveillance footage. DOC will process the required documents to solicit X the price quotations for the purchase, installation and maintenance of the surveillance camera systems; and will prepare the required requisition forms for processing with the Guam General Services Agency (GSA) for the surveillance camera system. DOC will process the required documents to solicit the price quotations for the purchase of external hard drives; and will prepare the required requisition

drives.

forms for processing with GSA for the external hard

Timeline	2017		2018			
	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec	
■ DOC completes the procurement process with the GSA and the contract is awarded to the selected vendor for the purchase, installation and maintenance of the surveillance camera systems within DOC; and the procurement process for the external hard drive systems.			х	х		
 DOC completes the procurement of the surveillance cameras. Surveillance cameras are installed and is operational in capturing video surveillance footage. 				х		
DOC ensures periodic site visits are conducted by the vendor and track the number of system checks performed to ensure the integrity of the camera system and recording stability.					х	
DOC completes the procurement of the external hard drives. The hard drives are operational in capturing video surveillance footage of critical areas within the facility.			х	х	х	
Objective 2: To launch an awareness campaign through that will be posted in all visible locations throughout the staff, confined inmates and detainees, and incoming inma	facility a	nd broc	hures di	stribute	d to all	
 DOC will identify the PREA flyers, posters, and brochures that are available for reproduction from recognized PREA organizations for education, awareness and information to inmates and staff at DOC. 	F		х			
DOC will process the required requisition forms for processing with the Guam General Services Agency for the reproduction of PREA posters, flyers and brochures.			х			
DOC completes the procurement with GSA to reproduce PREA posters, flyers and brochures and the contract is awarded to the selected vendor.				х	х	
				- V		

		2017	17 2018					
	Timeline	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec		
•	PREA posters, flyers and brochures are reproduced and are posted on visible locations throughout the prison facility and brochures are distributed to all staff, inmates and detainees and incoming inmates and detainees admitted to the facility.				х	х		
	pjective 3: To ensure continued access to the web mputer based programs on PREA requirements through							
•	DOC will identify the number of computer workstations needed to access the web based elearning program and other computer based training programs regarding PREA requirements.			х				
•	Coordinate with the Office of Technology on the procurement and installation of computer workstations for web based e-learning programs and other computer based programs.			х				
•	DOC will process the required requisition forms for processing with the GSA for the procurement of the computer workstations.			х				
•	DOC completes the procurement of the computer workstations with GSA and the contract is awarded to the selected vendor.				Х	х		
	DOC completes the procurement of the computer workstations. Workstations are installed and are operational. DOC will report the number of users (staff) and the number and type of training programs completed by corrections officers and staff on the web based e-learning program and other computer based training programs for PREA				х	х		
•	DOC will report the number of policies or general orders that were changed to meet compliance with PREA standards.			х	х	х		
Pr	oject Staff Activities							
	DOC PREA Coordinator will prepare and submit the quarter PMT, quarter progress and semiannual PREA Progress Reports on the status of project accomplishments within the reporting period to BSP.			х	х			

	2017	18			
Timeline	Oct - Dec	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec
 DOC Administrative Services Officer will prepare and submit the quarterly PREA Financial Report to BSP. 			х	х	
 DOC will liquidate their administrative funds and prepare for the close-out of the FY 2017 PREA Grant. 				х	
 DOC will prepare the final PMT, progress report and financial report to BSP to comply with the close-out requirements under the grant. 				х	х

DETAIL BUDGET WORKSHEET

Guam's FY 2017 PREA Reallocation Funds Program Budget Budget Detail Worksheet

A. Personnel—List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

<u>Position</u>	Computation	Cost
N/A Not Applicable		\$0.00
	TOTAL PERSONNEL	\$0.00

B. Fringe Benefits—Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

N/A Not Applicable	<u>Position</u>	Computation	<u>Cost</u> \$0.00
		TOTAL FRING	£ \$0.00

C. Travel-- Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meetings, etc. Show the basis of computation (e.g., six people 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel N/A Not Applicable	<u>Item</u>	Computation	<u>Cost</u> \$0.00
		TOTAL TRAVEL	\$0.00

D. Equipment— List non-expendable items that are to be purchased. Non-expendable equipment is tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. (Note: Organization's own capitalization policy may be used for items costing less than \$5,000). Expendable items should be included either in the "supplies" category or in the "Other" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement

3.7			3. 7	<u> </u>	*
	<u>Item</u>			Computation	Cost
N/A Not Applicable					\$0.00
				TOTAL EQUIPMENT	\$0.00

E.-Supplies--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	<u>Item</u>	Computation	Cost
N/A Not Applicable			\$0.00
		TOTAL SUPPLIES	\$0.00

F. Construction— As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category.

Consult with the program office before b	oudgeting funds in this category.		
Purpose	Description of Work		Cost
Not Applicable (N/A)			\$0.00
		TOTAL CONSTRUCTION	\$0.00

G. Consultants/Contracts-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions

Consultant Fee: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from

Name of Consultant	Service Provided	Computation	Cost
Consultant Expenses			\$0.00

Item Location Computation Cost

Sub Total Consultant Expenses \$0.00

Contracts

Subrecipient: Guam Department of Corrections (Subward)

ItemCost(240) Office Supply: 8 TB External Drive\$200 x 4 external drives\$800.00

Budget Narrative: All funds are subgranted to the Guam Department of Corrections. Funds will be used to procure four (4) 8 TB External Hard Drive systems to allow for the capture and retention of video surveillance footage of isolatied areas at DOC and any suspected activity of a sexual offense on clients for investigative purposes. Estimated cost for the external hard drive systems is \$800.

(250) Computer Workstations

\$3500 x 4 workstations

\$14,000.00

Budget Narrative: All funds are subgranted to the Guam Department of Corrections. Funds will be used to procure four (4) computer workstations to allow access for corrections officers and staff to the web based computer e-learning training program and other computer based on-line training programs on PREA requirements. Estimated cost for the computer workstations is \$14,000.

(230) Reproduction of PREA Posters, Flyers and Brochures

\$2,500.00

Budget Narrative: All funds are subgranted to the Guam Department of Corrections. Funds will be used to reproduce PREA posters, flyers and brochures from recognized PREA organizations to launch an awareness campaign targeting staff and inmates of the prison facility. Posters and flyers will be posted in all visible locations throughout the prison facility and brochures will be distributed to staff, inmates and detainees and during intake of new inmates and detainees admitted to the facility regarding PREA requirements. Estimated cost for the reproduction of posters, flyers and brochures is \$2,500.

(230) Surveillance Camera System & Accessories (estimated)

\$7,900.00

Budget Narrative: All grant funds are subgranted to the Guam Department of Corrections. Funds to be used for the purchase of a security camera system for DOC. As the correctional facility is limited in security personnel, the purchase, installation and maintenance of a security camera system would allow DOC to comply on a regular basis with PREA standards for adequate levels of staffing within its facility. Video monitoring of "blind-spots" or areas where staff or inmates may be isolated will aid in the deterrence of any possible sexual assault. Estimated cost for security camera system is \$7,900.

(230) Surveillance Camera System - Installation (estimated)

\$4,100.00

\$8,010.00

(230) Surveillance Camera System - Maintenance (estimated)

\$3,910.00

Budget Narrative: All funds are sugbranted to the Guam Department of Corrections. Funds to be used for the installation and maintenance of a surveillance camera systems for DOC. Surveillance camera systems will be installed in isolated areas or "blind spots" where security personnel is limited and would allow DOC to comply on a regular basis with PREA standards for adequate levels of staffing within its facility. Maintenance will include site visits by the contracted vendor to perform checks on the integrity of the camera and recording stability. Estimated cost for the installation is \$4,100 and the estimated cost for maintenance is \$3,910.

TOTAL CONSULTANTS/CONTRACTS

\$33,210.00

H. Other Costs— List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot rent, and provide a monthly rental cost and how many months to rent.

Item Computation Cost

Not Applicable (N/A)

TOTAL OTHER COSTS

\$0.00

I. Indirect Cost—Indirect costs are allowed only if the applicant has Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Not Applicable (N/A)

TOTAL INDIRECT COST

\$0.00

TOTAL FEDERAL REQUEST

\$33,210.00

Guam's FY 2017 PREA Reallocation Funds Program

Summary Budget Detail Worksheet

	Budget Category	Amount
		<u>Federal</u>
A.	Personnel	\$0.00
В.	Fringe Benefits	\$0.00
C.	Travel	\$0.00
D.	Equipment	\$0.00
E.	Supplies	\$0.00
F.	Construction	\$0.00
G.	Consultants/Contracts	\$33,210.00
H.	Other	\$0.00
I.	Indirect Cost	\$0.00
	TOTAL:	\$33,210.00

BUDGET NARRATIVE

FY 2017 Prison Rape Elimination Act (PREA) Reallocation Funds Budget Narrative

Subrecipient Cost: Guam Department of Corrections (Subaward)

FY 2017 PREA Reallocation Funds will be subawarded to the Guam Department of Corrections (DOC). DOC's registered DUNS number is 855033312. However, as the Guam Department of Administration (DOA) is the recognized central accounting agency for the Government of Guam, all line agencies for the Government of Guam are under the Guam Department of Administrations Employee Identification Number (EIN) of 980018747 and DUNS number of 778904292. As the funds will be subawarded to DOC, the detailed description to carry out the award is depicted in the Project Timeline Attachment 3, and the Budget Detail Worksheet Attachment 4. DOC's qualifications is noted in the Organizational Capabilities and Competencies section of the Program Narrative Attachment 1.

Contracts

Office Supply: 8 TB External Drives (240). FY 2017 PREA Reallocation Funds will be subgranted to DOC. Funds will be used to procure four (4) 8 TB External Hard Drive systems estimated at \$200 per unit cost. The external hard drives will be use to capture and retain video surveillance footage of isolated areas at DOD and any suspected activity of a sexual offense on clients for investigative purposes. The estimated cost for the external hard drives is \$800.

Equipment: Computer Workstations (250). FY 2017 PREA Reallocation Funds will be subgranted to the Guam Department of Corrections. Funds will be used to procure four (4) computer workstations estimated at \$3,500 per unit cost. The computer workstations will allow the opportunity for corrections officers and staff to continue to access the web based computer e-

learning training program and other computer based on-line training programs on PREA requirements to increase and enhance knowledge and proficiency of PREA requirements. The estimated cost for the computer workstations is \$14,000.

Contractual: Reproduction of PREA Posters, Flyers and Brochures (230). FY 2017 PREA Reallocation Funds will be subgranted to DOC. Funds will be used to reproduce PREA posters, flyers and brochures from recognized PREA organizations to launch an awareness campaign targeting staff and inmates of the prison facility. Posters and flyers will be posted in all visible locations throughout the prison facility and brochures will be distributed to staff, inmates and detainees at the facility and during intake of new inmates and detainees admitted to the facility regarding PREA requirements. The posters, flyers and brochures will help staff and inmates understand the severity of the assault, to know their rights, how to prevent it, how to report the incident, and what to do if an assault takes place. The estimated cost for the reproduction of posters, flyers and brochures is \$2,500.

Contractual: Surveillance Camera System & Accessories (230). FY 2017 PREA Reallocation Funds will be subgranted to DOC. Funds will be used for the purchase of a security camera system and accessories for DOC and estimated at \$7,900. As the correctional facility is limited in security personnel, the purchase, installation and maintenance of a security camera system would allow DOC to comply on a regular basis with PREA standards for adequate levels of staffing within its facility. Video monitoring of "blind-spots" or areas where staff or inmates may be isolated will aid in the deterrence of any possible sexual assault. DOC will identify the number of isolated areas to determine the number of cameras and accessories to be purchased. The estimated cost for security camera system is \$7,900.

Contractual: Surveillance Camera System – Installation and Maintenance (230). FY 2017 PREA Reallocation Funds will be subgranted to DOC. Funds will be used for the installation and maintenance of the surveillance camera systems for DOC. The surveillance camera system will be installed in isolated areas or "blind spots" where security personnel is limited and would allow DOC to comply on a regular basis with PREA standards for adequate levels of staffing within its facility. The estimated cost for the installation of the cameras at the facility is \$4,100.

The maintenance on the surveillance systems will include site visits by the contracted vendor to perform checks on the integrity of the camera and recording stability. The estimated cost for maintenance is \$3,910. The total estimated cost for installation and maintenance is \$8,010.

APPLICANT DISCLOSURE OF PENDING APPLICATIONS

FY 2017 Prison Rape Elimination Act Reallocation Grant Program

Certification as to Applicant Disclosure of Pending Applications

Guam Bureau of Statistics and Plans does not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to OJP).

CERTIFICATION DISCLOSURE OF PENDING APPLICATIONS

Federal and State	Solicitation Name/Project	Name/Phone/E-mail for Point of
Funding Agency	Name	Contact at Funding Agency
N/A	N/A	N/A

Signature of Certifying Official

Carl . Dominguez

Printed Name of Certifying Official

Acting Director, Bureau of Statistics and Plans
Title of Certifying Official

Guam Bureau of Statistics and Plans
Name of Recipient Applicant Agency
(Including Name of State)

Tury 28, 2017

RESEARCH & EVALUATION INDEPENDENCE AND INTEGRITY

Research and Evaluation Independence and Integrity

The Guam Bureau of Statistics and Plans, Government of Guam, does not propose research or evaluation in the FY 2017 Prison Rape Elimination Act (PREA) Reallocation Funds Program.

Signature of Certifying Official

Carl V. Dominguez

Printed Name of Certifying Official

Acting Director, Bureau of Statistics and Plans

Title of Certifying Official

Guam Bureau of Statistics and Plans

Name of Recipient Applicant Agency (Including Name of State)

July 28, 2017

FINANCIAL MANAGEMENT AND SYSTEM OF INTERNAL CONTROLS AND QUESTIONNAIRE



U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

OMB Number: 1121-0329 Expiration Date: 12/31/2018

FINANCIAL MANAGEMENT AND SYSTEM OF INTERNAL CONTROLS QUESTIONNAIRE

The financial management system of each non-Federal entity must provide for the following

- · Retention requirements for records
- · Requests for transfer of records
- · Methods for collection, transmission and storage of information
- · Access to records
- · Restrictions on public access to records
- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, name of the Federal agency, and name of the pass-through entity, if any.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The non-Federal entity must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury or the pass-through entity and the disbursement by the non-Federal entity whether the payment is made by electronic funds transfer, or issuance or redemption of checks, warrants, or payment by other means.
- (7) Written procedures for determining the allowability of costs.

APPLICANT ORGANIZA	TIONAL INFORMATION		
1. Name of Organization and Address:			
Organization Name: Bureau of Statistics and Plans			
Street1: 513 W Marine Corp Dr.			
Street2:			
City: Hagatna			
State: GU: Guam			
Zip Code: 96910			
2. Authorized Representative's Name and Title:			
Prefix: First Name:	Middle Name:		
Mr. Carl	V. @		
Last Name:	Suffix:		
Dominguez			
Title:			
Acting Director			
3. Phone: (671) 472-4201	4. Fax: (671) 477-1812		
5. Email: carl.dominguez@bsp.guam.gov			
6. Year Established: 7. Employer Identification Number (E	(IN): 8. DUNS Number:		
98-0018947	7789042920000		
9. Type of Organization:			
I State			
Other:			



U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

OMB Number: 1121-0329 Expiration Date: 12/31/2018

AUDIT INFORMATION	
An audit is conducted using generally accepted auditing standards (GAAS) or Auditing Standards (GAGAS) and results in an audit report with an opinion.	Generally Accepted Governmental
10. The organization has undergone the following types of audit(s)(Please ch	eck all that apply):
☑ OMB A-133 Single Audit	
☐ Financial Statement Audit	
Defense Contract Agency Audit (DCAA)	
None	
Programmatic Audit & Agency:	
Other Audit & Agency:	
11. Most Recent Audit: Within the past 12 months Within the Name of Audit Agency/Firm: DELOITTE & TOUCHE, LLP	past two years More than two years
AUDITOR'S OPINION: 12. On the most recent audit, what was the auditor's opinion?	
☑ Unqualified Opinion ☐ Qualified Opinion ☐ Disclaimer, Going C	Concern or Adverse Opinions
Please enter the number of findings:	
Please enter the amount of questioned costs: \$432,056.00	
Were material weaknesses noted in either the Financial Statement or Single	Audit? Yes X No
ACCOUNTING SYSTEM	
13. Which of the following best describes your accounting system:	
Manual Automated Combination	
14. Does the accounting system identify the receipt and expenditure of program funds separately for each grant?	X Yes No Not Sure
15. Does the accounting system provide for the recording of expenditures for each grant/contract by budget cost categories shown in the approved budget?	X Yes No Not Sure
16. Does your accounting system have the capability to document the recording of cost sharing or match for each grant? Can you determine if documentation is available to support recorded match or cost share?	X Yes No Not Sure
17. Are time distribution records maintained for each employee that specifically identify effort charged to a particular grant or cost objective?	Yes No Not Sure
18. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available or by budget cost category (e.g. Personnel, Travel, etc.)?	X Yes
19. Is the organization familiar with the existing Federal regulation and guidelines containing the Cost Principles and procedures for the determination and allowance of costs in connection with Federal grants?	X Yes No Not Sure



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PROPERTY STANDARDS, PROCUREMENT STANDARD	S, AND TRAVEL POLICIES		
PROPERTY STANDARDS			
20. Does your property management system(s) provide for maintaining: (1) a description of the equipment; (2) an identification number; (3) source of the property, including the award number; (4) where title vests; (5) acquisition date; (6) federal share of property cost; (7) location and condition of the property; (8) acquisition cost; & (9) ultimate disposition information?	Yes No Not Sure		
PROCUREMENT STANDARDS			
21. Does your organization maintain written procurement procedures which (1) avoid unnecessary purchases; (2) provide an analysis of lease and purchase alternatives; and (3) provide a process for soliciting goods and services?	Yes No Not Sure		
22. Does your procurement system provide for the conduct to determine selection on a competitive basis and documentation of cost or price analysis for each procurement action?	✓ Yes		
23. Does your procurement system include provisions for checking the "Excluded Parties List" system for suspended or debarred sub-grantees and contractors, prior to award? Please visit www.sam.gov.	Yes No Not Sure		
TRAVEL POLICY			
24. Does your organization: (a) maintain a standard travel policy? (b) adhere to the Federal Travel Regulation? (FTR)			
SUBRECIPIENT MANAGEMENT AND MONITORING			
25. (For Pass-through entities only). Does your organization have controls in place to monitor activities of subrecipients, as necessary, to determine that Federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of the award and that performance goals are achieved (2 CFR200)?			
STANDARDS FOR FINANCIAL MANAGEMENT SYSTEMS AN	ND APPLICANT CERTIFICATION		
I certify that the above information is complete and correct to the best of my knowledge. This document must be certified by the organization's Authorized Representative, Executive Director, Chief Financial Officer, Chairman of the Board of Directors, or similar position.			
Name: ARMILYNN R. LUJAN	Date: 2017-07-31		
Title: Executive Director Chief Financial Officer Chief Financial Officer Chief Financial Officer Chief Financial Officer	Chairman nch		
Phone: (671) 638-3823			

DISCLOSURE OF HIGH RISK STATUS

Disclosure of High Risk Status

The Guam Bureau of Statistics and Plans, Government of Guam, is currently not designated as high risk by another federal grant making agency.

Signature of Oertifying Official

Carl V. Dominguez

Printed Name of Certifying Official

Acting Director, Bureau of Statistics and Plans

Title of Certifying Official

Guam Bureau of Statistics and Plans

Name of Recipient Applicant Agency
(Including Name of State)

Tuy 28, 2017

Date

DISCLOSURE OF LOBBYING ACTIVITIES

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

1. Type of Federal Action: 2. Status of Federal Action: 3. Report Type: a. bid/offer/application a. initial filing a. contract b. initial award b. material change b. grant c. post-award For Material Change Only: c. cooperative agreement year quarter d. loan date of last report e. loan guarantee f. loan insurance 5. If Reporting Entity in No. 4 is a Subawardee, Enter Name 4. Name and Address of Reporting Entity: and Address of Prime: Prime Subawardee Tier_ , if known: N/A N/A Congressional District, if known: Congressional District, if known: 7. Federal Program Name/Description: 6. Federal Department/Agency: N/A N/A CFDA Number, if applicable: _ 9. Award Amount, if known: 8. Federal Action Number, if known: N/A \$ b. Individuals Performing Services (including address if 10. a. Name and Address of Lobbying Registrant different from No. 10a) (if individual, last name, first name, MI); (last name, first name, MI): N/A N/A 11 Information requested through this form is authorized by title 31 U.S.C. section Signature: Carl V. Dominguez 1352. This disclosure of lobbying activities is a material representation of fact Print Name: Carl V. Dominguez upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for Title: Acting Director, Bureau of Statistics and Plans public inspection. Any person who falls to file the required disclosure shall be subject to a civil penalty of not less that \$10,000 and not more than \$100,000 for Telephone No.: (671) 472-4201 Date: each such failure Authorized for Local Reproduction Federal Use Only: Standard Form LLL (Rev. 7-97)